



Mississippi Workers' Compensation Commission

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Mark S. Formby, Chairman
Thomas A. Webb, Commissioner
Beth Aldridge, Commissioner

Ray Minor
Executor Director

July 10, 2017

Mrs. Stephanie Palmertree, CPA, CGMA
Director , Financial and Compliance Audit
Office of the State Auditor
State of Mississippi

Dear Mrs. Palmetree:

I response to the Limited Control and Compliance Review Findings for the Mississippi Workers' Compensation Commission for the Fiscal year 2016, we offer the following implementation plan:

1. Strengthen internal controls over recording compensatory leave plan

Effective July 1, 2017, the MS Workers' Compensation will report compensatory leave accrued and taken in SPAHRS.

2. Ensure compliance with state purchasing and procurement laws

The MS Workers' Compensation Commission will work diligently to enter contracts and purchase orders in a timely manner to ensure that invoices are not dated prior to this process.

Requiring signed charge slips and maintaining a list of items purchased with the card holder's printed name and signature has also been implemented.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ray C. Minor".

Ray C. Minor, Executive Director